



**CITY OF LEON VALLEY  
ECONOMIC & COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING**

City Hall – Council Chambers  
6400 El Verde Road, Leon Valley, Texas 78238  
Thursday, January 10, 2019

**MINUTES**

The Economic & Community Development Advisory Committee met on the 10<sup>th</sup> day of January, 2019, at the Leon Valley City Hall located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

**6:34 p.m. Call to Order by Geraldine Rodriguez-Smith and Announcement of a Quorum. Also present were Larry Proffitt, Dr. Gayle Monnig and Amber Mouser.**

**July 11, 2018, Minutes:** There was a discussion to approve the minutes from the July 2018 meeting. Motion to approve minutes made by Dr. Gayle Monnig and seconded by Larry Proffitt. Motion carried unanimously.

**Presentation and Discussion on Signage Reimbursement:** William Cox and Kelly Kuenstler presented a partial signage reimbursement to upgrade the sign located at 6838 Bandera Road – Office Furniture Liquidations. The proposal requested 50% of the total cost, for a disbursement of \$9,691. Larry Proffitt suggested future proposals should require the business to be under an extended 3-5 year lease. Kelly Kuenstler suggested the signage would remain even if a new business occupied the space and it would only require minor changes to the name. Larry Proffitt expressed that the sign could use more color. Kelly Kuenstler stated the owner is considering the addition of the company logo to the upper right side of the sign but to her knowledge had not made a final decision as of yet. Motion to approve made by Larry Proffitt and seconded by Amber Mouser. Motion carried unanimously.

**Financial Presentation:** Vickie Wallace gave the financial presentation as prepared by the finance department. Larry Proffitt requested a breakdown of expenditures by account code and to be sent to the committee members on a quarterly basis. Larry Proffitt asked about the litigation reserve. Kelly Kuenstler stated the amount was pre-determined and carried over from last year's amount.

**Other Announcements:** Dr. Gayle Monnig suggested an edit to Resolution No. 17-016R, to change the title of 'Economic Development Director' to read; Business Relations Director.

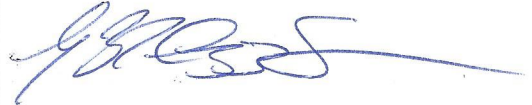
Larry Proffitt asked for an update regarding the Economic Development Breakfast Meeting. William Cox stated the next meeting is scheduled on February 19, 2019, and the location is the Leon Valley Conference Center.

Dr. Gayle Monnig requested a copy of the Business Relations Directors job description and resume. William Cox provided a copy of the job description to all committee members.

The meeting concluded at approximately 6:59 p.m. with a motion to adjourn by Larry Proffitt and a second by Amber Mouser. The motion carried unanimously.

These minutes approved by the Leon Valley Economic & Community Development Advisory Committee on the 4<sup>th</sup> of March 2019.

APPROVED

A handwritten signature in blue ink, appearing to be 'G. Proffitt', written over a horizontal line.

CHAIR